

**ORDINANCE ATTACHMENT****AC Template (for authorizing expenditures)**

\*AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

*\*If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.*

Ord Number
1610-2017

Type of AC Requested	Purchase Requisition (PR)#
ACPO	n/a

Line # of AC	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Procurement Category	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Planning Area	Amount	Project Name
10	59	5911	03	63260	2265	n/a	IN001	Repair and Maintenance Services		n/a	n/a	n/a	n/a	n/a	\$60,000.00	HVAC Maintenance and Repair
20	59	5913	03	63260	2265	n/a	IN001	Repair and Maintenance Services		na/	n/a	n/a	n/a	n/a	\$60,000.00	HVAC Maintenance and Repair

ORDINANCE ATTACHMENT

Template for Authorizing Appropriation

If fewer than three lines are needed please delete rows  
If more than 3 lines are needed lease insert rows.

Ord Number

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Section 3	Section 4	Section 5	Amount	Project Name

This template is not needed for this legislation.

**ORDINANCE ATTACHMENT**  
**Template To Authorize Transfer Between Different Funds**  
*If fewer than three lines are needed please delete rows*  
*If more than 3 lines are needed lease insert rows.*

Ord Number

**TRANSFER FROM**

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount	Project Name

**TRANSFER TO:**

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount	Project Name

**This template is not needed for this legislation.**

**ORDINANCE ATTACHMENT**

**Template To Authorize Transfer Between Projects or Subfunds WITHIN the Same Fund**

*If fewer than three lines are needed please delete rows*

*If more than 3 lines are needed lease insert rows.*

Ord Number

**Transfer From:**

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount	Project Name
1														
2														
3														

**Transfer To:**

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount	Project Name
1														
2														
3														

**This template is not needed for this legislation.**